

Standards Committee



Michelle Barker, Chair

Thursday, June 22, 2006
10:00 am to 12:00 am
Public Health
4041 North Central Avenue
Phoenix, AZ 85012-3330
15th Floor, Joshua Room

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Approved

Meeting Minutes

Attended: Debby Elliott, Deborah Frusciano, Helen Lansche, John Zielinski, Larry Stähli, Michelle Barker, Randall Furrow, Tara Geotas

Alternates:

Excused: Claire Sinay

Absent: Colin Sheffield

Guests: Eric Moore, Michael Bryson, Lezli Stone, Carlyle Fleming, Jane DuFrane, Rebecca Rivera, Wayne King

All of the documents discussed below are available from Planning Council Support.

Welcome, introductions and declarations of any conflicts-of-interest

Michelle Barker called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Determination of quorum

Michelle Barker determined that quorum was established, with eight of ten members present at 10:20 am.

Review and approval of the minutes for the May 16, 2006, meeting

MOTION: Larry Stähli moved to accept the minutes. John Zielinski seconded.

DISCUSSION: None.

OUTCOME: The motion passed.

Administrative Agent update

Lezli Stone reported that a Quality Management review of the Pharmaceuticals service category is near completion for presentation to the Planning Council, and a review will begin for Primary Medical Care soon. The Office of Performance Review for Titles I, III and IV, and Healthcare for The Homeless went well. It was an evaluation of outcomes with suggestions on improvements through the development of an action plan, which will also be provided to the Council.

Jane DuFrane reported that the AA's office will be undergoing training on diversity and cultural awareness. A forum may be developed to train service providers, and they are considering similar training at the Planning Council's consumer forum. Michael Bryson asked if this training fulfills the Council's directive to ensure cultural competency in the provision of services within the EMA. She

MEETING MINUTES *continued*

replied that it was coincidental; assessment of the providers' competency still has to be determined through the development of monitoring tools.

A release of information form for clients using case management or Emergency Financial Assistance is being revised.

CAREWare training continues for the Administrative Agency staff.

HRSA has rejected the request for carry-over funds to be used for a proposed centralized eligibility system, saying CAREWare enables the same functionality. Options are being considered.

A large sum of unspent money from grant year 2005 will need to be allocated by the Planning Council.

Site visits are being conducted with service providers.

Division of Service Systems Director Douglas Morgan has requested the EMA hire a consultant to assist in infrastructure development and capacity building with the service providers to ensure fiscal accountability. This technical assistance will be funded through \$100,000 of carry-over monies. Additional monitoring and progress reports will be required of all contractors and sub-contractors.

ADHS has been working with the AA to enable a smooth transition for clients using Pharmaceuticals to obtain them through Title II.

Lezli Stone reported that the new Quality Management Team will be having a closed meeting on July 11.

Etta Moore has moved into a new role within the Administrative Agency as Program Analyst.

Committee Chair update

Michelle Barker commended Quality Management and the Administrative Agency on the rapid implementation of the standards of care for Pharmaceuticals and Primary Medical Care.

Service Category Review

Michelle Barker discussed the committee's role in reviewing all of the service category definitions by next June. The committee began with Emergency Financial Assistance (EFA), since the services that are currently provided no longer match the definition. Jane DuFrane stated that the AA's office will seek a contractor to replace her office as administrator of these services under a revised Emergency Client Assistance Program (ECAP). Meanwhile, her office is redeveloping program policies and procedures in an ad hoc workgroup and is seeking clarification from the Council on the definition for EFA.

Eric Moore discussed the continued need for water filters due to E-coli outbreaks and cryptosporidium problems. Michael Bryson stated that water companies are required to provide quality reports to their customers and these could be used to justify the need.

Jane DuFrane said dental services was the vast majority of the expenditures in EFA and would be reported under the correct service category now (Oral Health). Debby Elliott contrasted the meaning of 'emergency care' with 'emergency financial assistance.'

Michael Bryson discussed medication assistance is restricted to covering only non-formulary prescription drugs that are not maintenance medications. Debby Elliott said assistance is going to those ineligible for Title I Pharmaceuticals or who can't afford the co-pay, or for drugs off the formulary.

MEETING MINUTES *continued*

Rebecca Rivera agreed saying that although co-pays for formulary drugs *are* being provided, they are covering clients who are not eligible for ADAP or Title I Pharmaceuticals due to other insufficient drug insurance. She suggested writing that clarification into the procedures.

Deborah Frusciano explained the need to explain alternate funding sources when presenting the rewritten definition. Michael Bryson described two structures for funding emergency assistance: a single category like the current system, or subcategories within other services. Tara Geotas explained Title II uses a combination of these EFA structures within the state to cover underinsured people and those who are ineligible for the AIDS Drug Assistance Program.

Randall Furrow said editing the EFA definition to cover permitted services leaves only 'medication assistance.' Debby Elliott discussed Lions Vision Center having a lower eligibility standard than Title I so only some clients' services are paid by Lions.

Rebecca Rivera asked for clarification on COBRA payments and other insurance through EFA. Tara Geotas said Title II is currently funding premiums and co-pays from the 'medication assistance' line item but will likely add an independent category of Health Insurance. She recommends it be added to the Title I priorities so that reporting can be corrected now and funding identified independently in the future. Co-pays are reported within their category, either Oral Health or Primary Medical Care.

Michelle Barker explained that restricting the definition is helpful because it clarifies what providers will bid on when the AA seeks new contracts.

Action Item	Responsible	Due
Confirm permission for funding water filters (in writing)	John Sapero	
Research whether medical and dental <u>co-pays</u> can remain under EFA and just be reported under Primary Medical Care and Oral Health (separate allocation?)	Tara Geotas and Jane DuFrane	7/22/06
Research the recommendation of the addition of the Health Insurance service category to the Planning Council		7/22/06

The committee discussed how specific allocations within the category would restrict flexibility in spending that may require reallocations. Tara Geotas explained how separate case management agencies administer EFA in Northern Arizona for Title II.

A consensus of the committee agreed to delay modifying the definition, opting to revisit this issue then recommend reallocation of funds, if necessary, prior to the submission of the grant application.

Attendees discussed the greater cost-effectiveness in covering insurance rather than co-payments and recommended investigating risk pools.

Standards of Care

The committee had planned to continue developing standards of care for Title I service categories, but this item was tabled.

Current events summaries

Tara Geotas of Title II announced additions to the ADAP formulary: Paxil, Elevil, NPH Insulin. Ambien is under pharmacological review for later consideration.

MEETING MINUTES *continued*

Jane DuFrane reported that Title I clients may continue to receive those drugs not moved to the Title II formulary at the Maricopa County Pharmacy. Also, an additional position as Program Analyst is being recruited for the Administrative Agency.

Michael Bryson announced that the Title I formulary workgroup will review the remaining drugs at their next meeting on June 29.

Debby Elliott announced Area Agency on Aging is recruiting two case managers for Title IV and Title I.

Call to the public

None.

Discussion of agenda items for the next meeting and summary of action items

Action items were summarized. In addition to the standing items, the committee determined the following topic for the next meeting, 9:30 am to 12:00 pm at Area Agency on Aging:

- **Continued review of the service categories**
- **Standards of Care for Substance Abuse Services and Mental Health Services**

Providers of services for Substance Abuse and Mental Health Services will be invited to join the meeting one hour later at 10:30 am.

Adjourn

The meeting adjourned at 12:00 p.m.

The next meeting of this committee is scheduled for: 9:30 am on **Thursday**, July 20, 2006. This committee generally meets on the third **Tuesday** of each month at 10 am.